

# LIGHTHORNE PARISH COUNCIL

**Clerk to Lighthorne Parish Council: Mr Ian Wilson**  
Oakley, 2 School Hill, Mollington, Oxfordshire, OX17 1BL  
07725 071616 lighthornepc@gmail.com

5<sup>th</sup> May 2020

Dear Councillor

You are hereby summoned to attend an **Ordinary Meeting** of the Parish Council. This will be a virtual meeting using Zoom at 8.00pm on **Tuesday 12<sup>th</sup> May 2020**, please contact the clerk for details should you wish to attend.

*Ian M Wilson*

Mr Ian Wilson  
Clerk to Lighthorne Parish Council

## **AGENDA**

1. Apologies:
  - a. To receive apologies for absence.
  - b. To consider acceptance of apologies.
2. Declarations of interests and consideration of dispensation requests: Councillors must declare their interest in items to be discussed. Any requests for dispensations must be applied for in advance of the meeting.
3. Acceptance of the minutes of the previous meetings: Parish Council OGM 14<sup>th</sup> April 2020
4. Matters Arising from the minutes and previous meetings: Matters arising from the minutes, including those which have been carried over from past meetings:
  - (i) Safe Path to Sportsground
  - (ii) Extending 30mph speed limit beyond Oberry Fields
5. Public participation: The **public are asked to submit their questions in advance** by email to [lighthornepc@gmail.com](mailto:lighthornepc@gmail.com) as this is a virtual meeting and responses will be included in the published minutes.
6. Planning
  - (a) Applications for comment since last meeting:

<u>Reference</u>	<u>Consultation Expiry Date</u>	<u>Address</u>	<u>Proposal</u>
<a href="#">20/00676/FUL</a>	07/05/2020	Lighthorne Pavillion Cafe Chesterton Road Lighthorne CV35 0AD	The construction of a hard surface footpath on agricultural land between Lighthorne Village and Lighthorne Sports Field, to include a 'kissing gate' suitable for wheelchair access at each end of the path, each to be installed on a compacted hardcore base to further aid accessibility whilst prevent the escape of livestock. The gates will be installed in existing hedgerow, which will necessitate an ecological assessment if installation takes place during nesting season.
<a href="#">20/01054/COUQ</a>	26/05/2020	Glebe Farm Fosse Way Ashorne Warwick CV35 9AE	Prior approval notification for change of use of agricultural building to 1no. dwelling and associated operational development under parts Class Q(a) and Class Q(b).
<a href="#">20/00810/FUL</a>	13/05/2020	2 Old School Lane Lighthorne CV35 0AX	Ground floor kitchen and family room extension to rear and side of property with flat roof.
<a href="#">20/00897/FUL</a>	06/05/2020	Hill Farm Chesterton Road	Change of use of land from agricultural to use for the siting of

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<u>Reference</u>	<u>Consultation Expiry Date</u>	<u>Address</u>	<u>Proposal</u>
		Lighthorne Warwick CV35 0AB	two camping pods for private use only in association with the dwellinghouse at Hill Farm (retrospective)

We have submitted our response between meetings as agreed for 20/00897/FUL and 20/00676/FUL is the parish council application for the path to the sports pavilion

(b) Decisions to note since last meeting:

- (i) 20/00744/FUL - The Padock, 26 Mountford Rise – permission for single storey side extension granted with conditions
- (ii) Though not a formal decision the planning officer has provide the parish council with a progress update in relation to 20/00276/FUL (Home Farm Cottages) that the officer recommendation is to refuse permission.

7. Parish Council reports: To receive reports on

- (i) COVID-19 – update
- (ii) Playground - regular update
- (iii) Streetlights – regular update

Streetlights - regular upd

8. Reports from Ward Representatives of Warwickshire County Council (WCC) and Stratford District Council (SDC) - For information.

9. Financial Administration

- (i) See attached payments and balances
- (ii) 2019/20 Internal Audit
- (iii) Bank mandate – update
- (iv) Budget report - consider latest budget report

10. Other reports and items for future agenda:

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. *Councillors are respectfully reminded that this is not an opportunity for debate or decision-making*

11. Date of Next Meeting: Tuesday 8<sup>th</sup> June 2020 at 8:00 pm by Zoom unless otherwise stated

**MEETING CLOSES**

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## Appendix To Agenda for Meeting 12<sup>th</sup> May 2020

### Correspondence and Consultations:

The following are highlighted for information and/or discussion

SDC – Chief Executive's COVID-19 update

SDC – New COVID-19 Business Grants

SDC – Remittance Advice – 1<sup>st</sup> instalment 2020/21 precept £7065

HMRC – COVID-19 Job Retention Scheme

Peter Reynolds – Request to administer grant application (Local 'Scrubbers' Hub)

Peter Stephenson – Tennis Court Maintenance (VAT administration)

WALC/PKF – Details of limited assurance review for 2019/20 external audit

*Councillors are respectfully requested to forward any relevant correspondence to the clerk for inclusion on the agenda, prior to the next meeting.*

### Financial Administration

a. Lighthorne cash book balances:	
Current Account (see attached bank reconciliation)	£23519.40
Reserves (see attached bank reconciliation)	£11131.56
<b>Total</b>	<b>£34650.96</b>
b. Agreeing accounts for payment:	
Clerk I Wilson Salary and Expenses (April 2020)	£340.00
Nick Jenvey (Grass Cutting – invoice 1215)	£290.00
WALC (Annual subscription)	£235.00
Zurich Insurance (Annual premium)	£507.55
E-On (streetlighting)	awaiting invoice
Waterplus	awaiting invoice
<b>Total</b>	<b>£33278.41</b>
<b>Total PC Balance to be c/fd 12<sup>th</sup> May 2020</b>	<b>£33278.41</b>

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## Clerk's Salary & Expenses

April 30 hrs @ £11.00 = £330.00

Expenses:

Office = £ 10.00

**Total = £340.00**

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## Bank Reconciliations at 4/2020

Latest Current A/C Bank Statement (available at the meeting)		£24374.40
Less:		
Cheques issued to be presented: WCC (30mph Consultation)	£1000	
Add: Allotment rent	£145	
<b>Cash book – Current Account</b>		<b>£23519.40</b>
Latest Reserve A/C Bank Statement at (available at the meeting)		£11131.56
Less:		
Nil		
Add:		
Nil		
<b>Cash book - Business Money Manager Account (Reserves)</b>		<b>£11131.56</b>